

NEWPORT COUNTY CONVENTION & VISITORS BUREAU

BOARD OF DIRECTORS MEETING

Tuesday, April 14, 2009

12:00 PM

Held at Sachuest Point Visitors Center

769 Sachuest Point Road

Middletown, RI

MEETING MINUTES:

The meeting was called to order at 12:09 pm by Chairman Len Panaggio.

BOARD MEMBERS IN ATTENDANCE WERE:

Len Panaggio, Stephen Coyne, Laurie Stroll, William Clarke, Greg Fater, Brian Arnold, Mark Stenning, Pieter Roos, Donna Kohler, Charron Reed, Ed Silveira, Susan Samson, Karen Oakley, Katie Wilkinson,

BOARD MEMBERS ABSENT & EXCUSED WERE:

Rocky Kempenaar

BOARD MEMBERS ABSENT & NOT EXCUSED WERE:

None

STAFF PRESENT WERE:

Cathy Morrison, Kathryn Farrington, Tim Walsh, Ellen Crawley, Deb

Gatta

MEMBERS OF THE PUBLIC IN ATTENDANCE WERE:

Jonathan Stevens

Janna Greenhalgh, Volunteer Coordinator of the Sachuest Point Visitors Center welcomed the board members and gave a brief speech about Sachuest Point.

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for March 10, 2009 were reviewed. A motion to accept the minutes was made by Greg Fater and seconded by Katie Wilkinson. The motion passed unanimously.

II. TREASURER'S REPORT:

The financial report for March, 2009 was read by Mark Stenning. City Bed Tax for January, 2009 was down 5.15% and Regional Bed Tax was up 1.74 % for a combined YTD bed tax of -3.48%. Mark reviewed the revenues and receivables for the month of March, 2009. A motion to accept the treasurer's report for the month's of February was made by Susan Samson and seconded by Donna Kohler. The motion passed unanimously.

III. STAFF REPORTS:

A. SALES REPORT:

Tim Walsh reported on the following:

- o This past fiscal year ended better than expected.**
- o Recent client events and tradeshow very well attended.**

B. MARKETING REPORT:

Kathryn Farrington, Vice President of Marketing, reported on the following:

- o Newport Restaurant Week, March 20-29th, was a huge success.**
- o The next Marketing Meeting will be March 20th @ the Yachting Center.**

C. OPERATIONS REPORT:

Cathy Morrison, Vice President of Operations, reported on the following:

- o The information center is using door counters to keep track of the visitors entering the**
- o building and stated the numbers are up and accurate.**
- o For the upcoming season, she will have a smaller staff which will include volunteers.**
- o Tickets for the Jazz and Folk Festivals will now be sold at the visitors center ticket counter.**

IV. COMMITTEE REPORTS:

Governance Committee report, combined below with unfinished business, given by Greg Fater.

V. UNFINISHED BUSINESS:

Greg Fater reported on the following:

- o Several meetings were held in April to discuss three towns in Bristol County; Bristol, Warren and Barrington, coming under the marketing umbrella of the NCCVB.**
- o Copies of the proposed legislation for this merge were presented to the board members. Discussion followed.**
- o A motion was made by Greg Fater that the members of the bureau's Board of Directors shall be eligible for appointment for two consecutive 3 year terms. The members of the Newport or Bristol County Convention and Visitors Bureau shall serve residents of either Newport or Bristol County. The motion was seconded by Stephen Coyne. The motion passed unanimously.**
- o A motion was made by Greg Fater changing the current name of Newport County Convention and Visitors Bureau to Newport and Bristol County Convention and Visitors Bureau and shall be comprised of 18 board members who are residents of Newport and Bristol Count. The motion was seconded by Pieter Roos. The motion passed unanimously.**

It was recommended that information concerning this merge and proposed legislation be sent in a letter from Evan Smith, President/CEO of the NCCVB, to the Newport City and Town Council as well as the Bristol, Warren and Barrington Town Council

VI. NEW BUSINESS:

A brief discussion was held regarding the City of Newport's sewer

construction project that may run through August, 2009.

VII. ADJOURNMENT:

A motion to adjourn was made by Len Panaggio and seconded by Stephen Coyne. The motion passed unanimously. The meeting adjourned at 1:05 pm.

**The next NCCVB board meeting will be held on Tuesday, May 12, 2009
At The Old Colony House
82 Touro Street, Newport, RI**